

Introduction

The Deputy Secretary, JHALSA is the Public Information Officer .

Public Information Officer

Arpit Srivastava

Deputy Secretary

Jharkhand State Legal Services Authority

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Right to Information Act, 2005

This Jharkhand State Legal Services Authority (JHALSA) for the present is following the provisions of Right to Information Act, 2005 (22 of 2005) which is also available on the website of the Jharkhand State Legal Services Authority.

Fee under the Right to Information Act, 2005

This JHALSA for the present is following G.S.R 603(E) dated 31.07.2012 of the Ministry of Personnel, Public Grievances and Pension, Department of Personnel & Training in so far as Application Fees, Fees for providing information and Exemption from Payment of Fee.

Note :Rs. 10/- either in cash or by way of Indian Postal Order or by Money Order or Demand Draft drawn in favour of Jharkhand State Legal Services Authority. **Note: Court fee and cheques are not acceptable** as the same are not valid mode as per rules.

[Compliance under Section 4\(1\)\(b\) of Right to Information Act, 2005](#)

Sl.No	Information Sought for	Information under RTI Act, 2005.
1	Name of the organization	Jharkhand State Legal Services Authority
2	Functions and Duties the State Legal Services Authority	<p>Functions of the State Authority as per Legal Services Authority Act, 1987 -</p> <p>(1) It shall be the duty of the State Authority to give effect to the policy and directions of the Central Authority.</p> <p>(2) Without prejudice to the generality of the functions referred to in subsection (1), the State Authority shall perform all or any of the following functions, namely : -</p> <p>(a) give legal service to persons who satisfy the criteria laid down under this Act;</p> <p>(b) conduct [Lok Adalats including Lok Adalats for High Court cases];</p> <p>(c) undertake preventive and strategic legal aid programmes; and</p> <p>(d) perform such other functions as the State Authority may, in consultation with the Central Authority, fix by regulations.</p>
3	The powers and duties of its officers and employees;	<p>Powers and Functions of the Member Secretary.—</p> <p>(1) The Member Secretary, shall under the control of the State Authority exercise all the administrative and financial powers in respect of the affairs of the State Authority are vested in the Head of Office under the Jharkhand Service Code, the Jharkhand Financial Rules and other Rules, Codes, Circulars or resolutions of the State Government.</p> <p>(2) Without prejudice to the generality of the foregoing provisions, the powers and functions of the Secretary inter-alia, shall be—</p> <p>(a) to be custodian of, and to manage the properties, records and funds of the State Authority;</p> <p>(b) to maintain or cause to be maintained, proper accounts of the State Authority;</p> <p>(c) shall get the accounts of the State Authority to be audited annually by proper Authority;</p> <p>(d) to prepare annual Budget of the State Authority and shall send it to the State Government for approval;</p> <p>(e) to work out modalities of the Legal Services Schemes and programmes approved by the State Authority and ensure their effective monitoring and implementation;</p> <p>(f) to inform the general public about the various aspects of the Legal Services Schemes and Programmes;</p> <p>(g) to lay stress on the resolution of rural dispute and to take measures to draw up schemes for legal services for settling rural disputes;</p> <p>(h) to liaise with Social Acting Groups and District Authority and Sub divisional Authority;</p> <p>(i) to maintain up-to-date and complete statistical</p>

		<p>information including progress made in the implementation of various legal services programmes from time-to-time;</p> <p>(j) to process proposals for financial assistance and issue utilization certificates thereof;</p> <p>(k) to perform such other functions as the Member Secretary may deem fit and proper for the advancements of the objects of the Act or as may be assigned to him under the Scheme by the State Authority.</p> <p>(l) to act as 1st Appellate Authority of JHALSA</p>
	Arpit Srivastava, Deputy Secretary, JHALSA	<ul style="list-style-type: none"> ✓ Attendance of JHALSA officials ✓ General administration, ✓ Accounts and budget of JHALSA and DLSA (planning and fund allocation), Seminar, Training under supervision of MS. ✓ Endorsing of all Files and Daks. ✓ Workshop and Colloquium, ✓ All the matters relating to All India Meet of SLSAs including compliance of JHALSA, ✓ Calendar of activities, ✓ LADCS, LA, NLA, PLA, Special Lok Adalat ✓ Audit Work ✓ Schemes and Projects of JHALSA/NALSA, ✓ NGOs and other Govt Dept, ✓ Cost Fund Account <p>any other work assigned by Member Secretary</p>
	Rohit Kumar, Deputy Secretary, JHALSA	<ul style="list-style-type: none"> ✓ Updating the grievance portal of NALSA. All the matters of compliance related to Jharkhand High Court and Supreme Court of India, ✓ Pro-Bono Lawyers, Amicus Curie ✓ 15100, ✓ To Liaison with NALSA for status/disposal of general Complaints. ✓ Juvenile, Obv Homes ✓ Internship ✓ Pre Litigation ✓ Correspondence with SLSAs ✓ Kanoon Ki Baat ✓ All Compliance of NALSA ✓ HCLSC Correspondence <p>and any other work assigned by</p>

		<p>Member Secretary.</p> <p>Nirmal Kumar Bharti US 1</p> <ul style="list-style-type: none"> ✓ Liaison with DLSAs for Data Compilation, ✓ Website updation. ✓ Monitoring of proper functioning of Electricity, Light, Water, Lift, Invertor, Solar etc ✓ Assistance in all Programmes ✓ Monitor Stocks ✓ Monitoring the work of Cleaning and Gardening of JHALSA Campus ✓ Monitoring of Dispensary ✓ Prisons, Jail Appeals ✓ UTRC, ✓ PLAC ✓ Ensuring compliance of statistical data ✓ All VC with NALSA ✓ Website of JHALSA <p>any other work assigned by Member Secretary.</p> <p>Deepak Kumar Sahu US 2</p> <ul style="list-style-type: none"> ✓ Attendance of PLVs, Sweepers ✓ Placing all Emails ✓ Assistance in all Programmes ✓ Monitor Assets of JHALSA ✓ Ensure receipt of all statistical data from DLSAs ✓ All kinds of preparation of News Letter, Other awareness material ✓ Library ✓ Topics related to Mediation, ✓ Victim Compensation ✓ and any other work assigned by Member Secretary.
4	The procedure followed in the decision making process, including channels of supervision and accountability	<p>Legal Services Authorities Act 1987</p> <p>JHALSA Rules 2001</p> <p>JHALSA Regulations 2002</p> <p>NALSA Schemes, Letters & Circulars</p>
5	A statement on the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of	<p>A General Body exists with Members nominated by State Government in consultation with Hon'ble Chief Justice, High Court of Jharkhand .</p>

	its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible to the public	
6.	The norms set by it for the discharge of its functions;	Legal Services Authorities Act 1987 JHALSA Rules 2001 JHALSA Regulations 2002 NALSA Schemes, Letters & Circulars
7	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging the functions;	Legal Services Authorities Act 1987 JHALSA Rules 2001 JHALSA Regulations 2002 NALSA Schemes, Letters & Circulars
8	The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof;	Not Applicable
9	A statement of the categories of documents that are held by it or under its control	Legal Aid Request Applications Correspondences with the Legal Services Institutions As per the functions and duties

10	A directory of its officers and employees i.e. names, designations, addresses, telephone no., mobile no., email id etc. likely to remain in public domain maintained at public costs			
		Sl	Name of staff	Mobile
		1.	Ms. Kumari Ranjan Asthana, Member Secretary	0651-2482392
		2.	Sri Arpit Srivastava, Deputy Secretary	0651-2482392
		3.	Sri Rohit Kumar, Deputy Secretary	0651-2482392
		4.	Sri Nirmal Kumar Bharti, Under Secretary	9431911111
		5.	Sri Deepak Kumar Sahu, Under Secretary	9650677040
		6.	Roshan Lal Sr.PA	0651-2482392
		7.	Md. Shakeel PA	0651-2482392
		8.	Ravindra Lal Sahu, SO	0651-2482392
		9.	Promila Surin, SO	0651-2482392
		10.	Mukesh Singh, SO	0651-2482392
		11.	Vikash Kr. Srivastava, Asst.	0651-2482392
		12.	Urmila Bhartia, Accountant cum Budget planner	0651-2482392
		13.	Pramod Kumar UDC	0651-2482392
		14.	Md. Seraj Ansari TO	0651-2482392
		15.	Prem Khalkho Driver	0651-2482392
		16.	Habibullah Ansari Peon	0651-2482392
		17.	Sudhir Lakra LDC	0651-2482392
		18.	Nagendra Mandal Night Guard	0651-2482392
		19.	Shiv Shanker Kumar Sharma, Peon	0651-2482392
		20.	Abhishant Kumar Peon	0651-2482392
		21.	Rohit Chandra Mahto Peon	0651-2482392
		22.	Manish Oraon Peon	0651-2482392
11	The manner of execution of subsidy programmes, including	Not applicable		

	the amounts allocated and the details of beneficiaries of such programmes	
11 A	Particulars of recipients of concessions, permits or authorizations granted by it;	This Authority does not grant concessions, permits or authorizations.

12	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;				
		Sl No.	Name of staff	Present Pay Scale	Level
		1	Ms. Kumari Ranjana Asthana, Member Secretary	163030-219090	J-6
		2	Sri Arpit Srivastava, Deputy Secretary	111000-163030	J-3
		3	Sri Rohit Kumar, Under Secretary	111000-163030	J-3
		4	Sri Nirmal Kumar Bharti, Under Secretary	77840-136520	J-1
		5	Sri Deepak Kumar Sahu, Under Secretary	77840-136520	J-1
		6	Roshan Lal Sr. PA	9300-34800	8
		7	Md. Shakeel PA	9300-34800	8
		8	Ravindra Lal Sahu, Section Officer	9300-34800	8
		9	Promila Surin, Section Officer	9300-34800	8
		10	Mukesh Singh, Section Officer	9300-34800	8
		11	Vikash Kr. Srivastava, Asst.	9300-34800	8
		12	Urmila Bhartia Accountant-cum-Budget Planner	9300-34800	7
		13	Pramod Kumar Assistant	9300-34800	7
		14	Md. Seraj Ansari Telephone Operator	5200-20200	2
		15	Prem Khalkho Driver	5200-20200	
		16	Habibullah Ansari Peon	5200-20200	4
		17	Sudhir Lakra LDC	5200-20200	2
		18	Nagendra Mandal Night Guard	5200-20200	2
		19	Shiv Shanker Kumar Sharma, Peon	5200-20200	1
		20	Abhishant Kumar, Peon	5200-20200	1
		21	Rohit Chandra Mahto, Peon	5200-20200	1
		22	Manish Oraon, Peon	5200-20200	1

13	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;	Sl. No.	Heads	Allotment received during 2025-26 (Rs.)
		1	Salary	5,52,15,000.00
		2	Training Allowance	10,00,000.00
		3	L.T.C.	12,00,000.00
		4	T.A.	11,00,000.00
		5	Office Expenses	80,00,000.00
		6	Official Equipment	1,10,00,000.00
		7	Seminar/Programme/ Workshop	80,00,000.00
		8	Supply and Materials	10,00,000.00
		9	Library	10,00,000.00
		10	Telephone	5,04,000.00
		11	Liveries	80,000.00
		12	Training Exp.	75,00,000.00
		13	Electricity Exp.	18,00,000.00
		14	Generator (fuel)	5,00,000.00
		15	Motor vehicle (fuel & repair)	14,10,000.00
		16	Financial help (Court fee & Process fee)	1,70,00,000.00
		17	Legal Charges (Mediation fee, Advocate fee)	11,00,00,000.00
		18	Professional Service	1,41,60,000.00
			Total	24,04,69,000.00
14	Details in respect of the information, available to or held by it, reduced in an electronic form;	E-mail received on e-mail ID jhalsaranchi@gmail.com		
15	The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;	Common waiting room.		
16	The names, designations and other particulars of the Public Information Officers;	Sri Arpit Srivastava, Deputy Secretary, Jharkhand State Legal Services Authority, Nyaya Sadan, Doranda, Ranchi-834002.		

17	Such other information as may be prescribed; and thereafter update these publications every year;	Not Applicable
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Sl	Name of Non Judicial Officer/Officials
1.	Roshan Lal, Sr.PA
2.	Md. Shakeel, PA
3.	Niranjana Kumar, PA (On deputation to HCLSC)
4.	Ravindra Lal Sahu, SO
5.	Promila Surin, SO
6.	Mukesh Singh, SO
7.	Vikash Kr. Srivastava, Assistant
8.	Urmila Bhartiya, Accountant cum Budget planner
9.	Pramod Kumar, Assistant
10.	Md. Seraj Ansari , TO
11.	Ramesh Kr. Sah, Driver
12.	Prem Khalkho, Driver
13.	Habibullah Ansari, Peon
14.	Sudhir Lakra, LDC
15.	Nagendra Mandal, Night Guard

PLVs

1	Sri Madhurendra Kumar
2	Sri Ritesh Lakra
3	Ms.Rupamani Lakra
4	Sri Mukteshwar Pahan
5	Sri Budhir Kumar
6	Sri Manejar Kumar Thakur
7	Sri Awal Lakra